

**APPENDIX H
GLOSSARY**

Action Memorandum

Approves time-critical removal action and also concludes the engineering evaluation/cost analysis. Provides a concise, written record of the decision to select an appropriate removal action. As the primary decision document, it substantiates the need for a removal action, identifies the proposed action, and explains the rationale for the removal action selected.

Administrative Record

The body of documents that “forms the basis” for the selection of a particular response at a site. Documents that are included are relevant documents that were relied upon in selecting the response action as well as relevant documents that were considered but were ultimately rejected. (ER 1110-1-8153)

Anomaly

Any item that is seen as a subsurface irregularity after geophysical investigation. This irregularity should deviate from the expected subsurface ferrous and non-ferrous material at a site (i.e., pipes, power lines, etc.).

Anomaly Review Board (ARB)

A technical group established to provide technical guidance and quality assurance oversight of the review and resolution of geophysical information related to unresolved anomalies at a site.

Applicable or Relevant, and Appropriate Requirements (ARARs)

Applicable requirements are cleanup standards, standards of control, and other substantive environmental protection requirements promulgated under federal or state environmental law that specifically address a hazardous substance, pollutant, contaminant, remedial action, location or other circumstance found at a CERCLA site. Relevant and appropriate requirements are cleanup standards that while not “applicable”, address situations sufficiently similar to those encountered at a CERCLA site that their use is well-suited to the particular site.

Approval Memorandum

Secures management approval and funding to conduct the engineering evaluation/cost analysis.

Archives Search Report (ASR)

A detailed investigation to report on past OE activities conducted on an installation. The principal purpose of the Archives Search is to assemble historical records and available field data, assess potential ordnance presence, and recommend follow-up actions at a DERP-FUDS. There are four general steps in an Archives Search: records search phase, site safety and health plan, site survey, archives search report including risk assessment.

Base Realignment and Closure (BRAC)

Program governing the scheduled closing of Department of Defense sites. (Base Closure and Realignment Act of 1988, Public Law 100-526, 102 Stat. 2623, and the Defense Base Closure and Realignment Act of 1990, Public Law 101-510, 104 Stat. 1808)

Chemical Warfare Materiel (CWM)

An item configured as a munition containing a chemical substance that is intended to kill, seriously injure, or incapacitate a person through its physiological effects. Also includes V- and G- series nerve agent, H- series blister agent, and lewisite in other- than-munition configurations. Due to their hazards, prevalence, and military-unique application, chemical agent identification sets (CAIS) are also considered CWM. CWM does not include: riot control agents, chemical herbicides; smoke and flame producing items; or soil, water, debris, or other media contaminated with chemical agent. (HQDA Interim Guidance for Biological Warfare Materiel and Non-Stockpile Chemical Warfare Materiel Response Activities)

Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA)

Also known as “Superfund”, this congressionally enacted legislation provides the methodology for the removal of former operations. Response actions must be performed in accordance with the National Oil and Hazardous Substances Pollution Contingency Plan.

Conventional Ordnance and Explosives

The term “conventional OE” refers to ordnance and explosives (see definition) other than CWM, BWM and nuclear ordnance. (ER 1110-1-8153)

Defense Environmental Restoration Program (DERP)

Established in 1984, DERP promotes and coordinates efforts for the evaluation and cleanup of contamination at Department of Defense installations. (10 U.S.C. 2701)

Emergency Removal Response Actions

Emergency Removal Response Actions address immediate, unacceptable hazards. These actions are normally accomplished by Explosive Ordnance Disposal (EOD) units and may or may not require USACE support.

Engineering Evaluation/Cost Analysis (EE/CA)

An EE/CA is prepared for all non-time-critical removal actions as required by Section 300.415(b)(4)(i) of the NCP. The goals of the EE/CA are to identify the extent of a hazard, to identify the objectives of the removal action, and to analyze the various alternatives that may be used to satisfy these objectives for cost, effectiveness, and implementability.

Exclusion Zone

A safety zone established around an OE work area. Only project personnel and authorized, escorted visitors are allowed within the exclusion zone. Examples of exclusion zones are safety zones around

OE intrusive activities and safety zones where OE is intentionally detonated. (DDESB-KO, 27 January 1990)

Explosive Ordnance Disposal (EOD)

The detection, identification, field evaluation, rendering safe, recovery, and final disposal of unexploded ordnance or munitions.

Explosives Safety Submission (ESS)

The document which serves as the specifications for conducting work activities at the project. The ESS details the scope of the project, the planned work activities, and potential hazards (including the maximum credible event) and the methods for their control.

Geophysical Techniques

Techniques utilized for the detection and measurement of buried anomalies (e.g., ferromagnetic indicators and ground penetrating radar) to investigate the presence of munitions.

Hazardous, Toxic, and Radioactive Waste (HTRW) Activities

HTRW activities include those activities undertaken for the Environmental Protection Agency's Superfund program, the Defense Environmental Restoration Program (DERP), including Formerly Used Defense Sites (FUDS), and Installation Restoration Program (IRP) sites at active DOD facilities, HTRW actions associated with Civil Works projects, and any other mission or non-mission work performed for others at HTRW sites.

Information Repository

A repository, generally located at libraries or other publicly accessible locations, which contains documents reflecting the on-going environmental restoration activities. This may include the EE/CA, CRP, RAB meeting minutes, public notices, public comments and responses to those comments, etc.

Intrusive activity

An activity which involves or results in the penetration of the ground surface at an area known or suspected to contain OE. Intrusive activities can be of an investigative or removal action nature.

Inventory Project Report (INPR)

The report resulting from the preliminary assessment. The INPR includes data as well as a recommendation for further action and guides investigators through further site studies. Documents whether DOD is responsible for contamination at a FUDS.

Mandatory Center of Expertise (MCX)

An MCX is a USACE organization that has been approved by HQUSACE as having a unique or exceptional technical capability in a specialized subject area that is critical to other USACE commands. Specific mandatory services to be rendered by an MCX are identified on the MCX's homepage. These services may be reimbursable or centrally funded. The USAESCH is the OE MCX for the USACE. (ER 1110-1-8153)

Maximum Credible Event (MCE)

The worst single event that could occur at any time, with maximum release of a chemical agent from a munition, container, or process as a result of unintended, unplanned, or accidental occurrence. (HQDA Interim Guidance for Biological Warfare Materiel (BWM) and Non-Stockpile Chemical Warfare Materiel (CWM) Response Activities)

Military Munitions

All ammunition products and components produced or used by or for the U.S. DOD or the U.S. Armed Services for national defense and security, including military munitions under the control of the DOD, the US Coast Guard, the US DOE, and National Guard personnel. The term military munitions includes: confined gaseous, liquid, and solid propellants, explosives, pyrotechnics, chemical and riot control agents, smokes, and incendiaries used by DOD components, including bulk explosives and chemical warfare agents, chemical munitions, rockets, guided and ballistic missiles, bombs, warheads, mortar rounds, artillery ammunition, small arms ammunition, grenades, mines, torpedoes, depth charges, cluster munitions and dispensers, demolition charges, and devices and components thereof. Military munitions do not include wholly inert items, improvised explosive devices, and nuclear weapons, nuclear devices, and nuclear components thereof. However, the term does include non-nuclear components of nuclear devices, managed under DOE's nuclear weapons program after all required sanitization operations under the Atomic Energy Act of 1954, as amended, have been completed. (40 CFR 260.10)

National Oil and Hazardous Substance Pollution Contingency Plan (NCP)

Revised in 1990, the NCP provides the regulatory framework for responses under CERCLA. The NCP designates the Department of Defense as the removal response authority for ordnance and explosives hazards.

Non-Time-Critical Removal Action (NTCRA)

NTCRAs are actions initiated in response to a release or threat of a release that poses a risk to human health, its welfare, or the environment. Initiation of removal cleanup actions may be delayed for six months or more.

Ordnance and Explosives (OE)

OE consists of either (1) or (2) below:

(1) Ammunition, ammunition components, chemical or biological warfare materiel or explosives that have been abandoned, expelled from demolition pits or burning pads, lost, discarded, buried, or fired. Such ammunition, ammunition components, and explosives are no longer under accountable record control of any DOD organization or activity. (HQDA Policy Memorandum "Explosives Safety Policy for Real Property Containing Conventional OE")

(2) Explosive Soil. See definition under "Explosive Soil." (ER 1110-1-8153)

OE Project Team

The OE Project Team consists of the customer(s), the PM, and multi-disciplined representatives from the technical/functional elements necessary to execute the project.

OE Safety Specialist

USACE Personnel, classified as a GS-018 Safety Specialist, and who is UXO qualified. OE Safety Specialists perform safety, quality assurance and UXO subject matter expert functions for the Government. The Safety Specialist may reside in and report to the construction field office or may reside in the engineering/construction office within the OE Design Center. (ER 1110-1-8153)

Removal Action

The cleanup or removal of OE from the environment to include the disposal of removed materiel. The term includes, in addition, without being limited to, security fencing or other measures to prevent, minimize, or mitigate damage to the public health or welfare or to the environment. (ER 1110-1-8153)

Response Action

Action taken instead of or in addition to a removal action to prevent or minimize the release of OE so that it does not cause substantial danger to present or future public health or welfare or the environment. (ER 1110-1-8153)

Restoration Advisory Board (RAB)

A forum for discussion and exchange of information between agencies and the affected communities. RABs provide an opportunity for stakeholders to have a voice and actively participate in the review of technical documents, to review restoration progress, and to provide individual advice to decision makers regarding restoration activities. (ER 1110-1-8153)

Senior UXO Supervisor

Supervises all contractor on-site UXO activities. This individual will be a graduate of the U.S. Army Bomb Disposal School, Aberdeen Proving Ground, MD or the U.S. Naval Explosive Ordnance Disposal School, Indian Head, MD. This individual will have at least 15 years combined active duty military EOD and contractor UXO experience, to include at least 10 years in supervisory positions. A minimum of 6 years of the required 15 years will have been on active duty in military EOD units. This individual will have documented experience with or specialized training in the type of OE expected to be encountered on the site. (USAESCH OE MCX Personnel and Work Standards for Ordnance Response, 30 July 1996)

Site Inspection (SI)

Activities undertaken to determine whether there is a release or potential release and the nature associated threats. The purpose is to augment the data collected in the PA and to generate, if necessary, sampling and other field data to determine the presence, type, distribution, density and location of OE. The results of the SI are reported in an Archives Search Report (ASR).

Stakeholder

Stakeholders include federal, state, and local officials, community organizations, property owners, and others having a personal interest or involvement, or having a monetary or commercial involvement in the real property which is to undergo an OE response action.

Superfund Amendments and Reauthorization (SARA)

Enacted in 1986, this legislation establishes standards for cleanup activities, requires federal facility compliance with CERCLA, and clarifies public involvement requirements.

Time Critical Removal Action (TCRA)

TCRAs respond to a release or threat of release that poses such a risk to public health (serious injury or death), or the environment, that clean up or stabilization actions must be initiated within six months.

Unexploded Ordnance (UXO)

Military munitions that have been primed, fuzed, armed, or otherwise prepared for action, and have been fired, dropped, launched, projected or placed in such a manner as to constitute a hazard to operations, installation, personnel, or material and remain unexploded either by malfunction, design, or any other cause. (40 CFR 266.201)

UXO Personnel

Contractor personnel who have completed specialized military training in EOD methods and have satisfactorily performed the EOD function while serving in the military. Various grades and contract positions are established based on skills and experience. Check with the OE MCX for current ratings. (ER 1110-1-8153)

UXO Safety Officer (UXOSO)

Contractor personnel with the responsibility of enforcing the contractor's SSHP. This individual must therefore be in the field whenever possible to observe operations. This individual will have the same minimum qualifications as the UXO Supervisor. In addition, this individual will have the specific training, knowledge, and experience necessary to implement the SSHP and verify compliance with applicable safety and health requirements.

UXO Technician I

This individual will be a graduate of the EOD Assistant's Course at Redstone Arsenal, AL or Eglin AFB, FL. A UXO Assistant may advance to a UXO Specialist category after 5 years combined active duty military EOD and contractor UXO experience. A UXO Assistant will not perform UXO procedures without the direct supervision of a UXO Specialist, UXO Supervisor, or Senior UXO Supervisor.

UXO Technician II

This individual shall be a graduate of the U.S. Army Bomb Disposal School, Aberdeen Proving Ground, MD or U.S. Naval EOD School, Indian Head, MD. The UXO Specialist may be a UXO Assistant with at least 5 years combined military EOD and contractor UXO experience.

UXO Technician III

Supervises a UXO team. This individual will be a graduate of the U.S. Army Bomb Disposal School, Aberdeen Proving Ground, MD or the U.S. Naval Explosive Ordnance Disposal School, Indian Head, MD. This individual will have at least 10 years combined active duty military EOD and contractor UXO experience. This individual will have experience in OE clearance operations and supervising personnel.